This form should be completed by students who want to take a course in the Department of Civil and Environmental Engineering for which they have not completed the required pre-requisites. This form must be filled out completely prior to registering for this course and discussed with the student’s academic advisor.

Student Information:
Student Name: ___________________________ ID No. ________________

Course Requesting Pre-req Waiver for:
Course Number: _______ Course Title: _____________________________ (SH)
Req’d Pre-req Course Number: _______ Course Title: ________________ (SH)

To The Student:
Explain why you want/need to take this course without the required pre-requisites, including the hardships that would be encountered if your request is denied. Indicate if you will take the pre-req course at the same time as the course (i.e., as a co-req).

Student Signature: ___________________________ Date: ______________

To The Academic Advisor and Instructor:
Inform the student of your decision and place this form (containing all of the required signatures) in the student’s folder in the CEE department office. Note that the final decision lies with the course instructor.

___ We Approve this Request ___ We do Not Approve this Request

Explain your decision:

Academic Advisor Signature: ___________________________ Date: ______________
Instructor Signature: ___________________________ Date: ______________